

4.8.9 Transaction Processing For Converting Single Case To Component Item

If an item was inadvertently handled as a single-case record rather than part of a Component System, the Convert Case to Component System function allows the online conversion of an existing single-case record to a component system item. The Component System Property Case Number and the next available Property Item Identifier are assigned to the converted item.

The data is verified to ensure the following: the Property Case Number entered is a single case, the case is not NSMS property, the single case and the component system agree in transferring to a DRMO or reporting to the same GSA Region (i.e., all record items must be transferred to a DRMO or all are reported to the same GSA Region). The Component Property Case Number is assigned by the system to this converted item, along with the next Item Id.

If no Component Property Case Number is entered or if entered and no record was found, the user is given the option to create a new component system from two or more existing single case records or to cancel the conversion process. This conversion process allows conversion of up to twenty-eight single case records to a component system during a single conversion session.

NOTE: The initiation of this conversion process may create a performance problem or impose time constraints for completing this function. The user may have to wait a little longer than normal before the final success message appears on the screen. There is a direct relationship between the number of records involved in the processing and the time it takes to complete the process, i.e., the more records the longer time it takes to complete the processing. Processing may involve changing the component system level indicators (i.e., component system hazardous materials indicator, precious metals indicator, component system demilitarization code, and component system artifact indicator).

NOTE: When navigating through NPDMS, the Fastpath name (limited to eight characters) is displayed on the fourth line starting at the center of the screen.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

- From the NPDMS MAIN MENU (NDO000MB) type **5** at Enter Selection to access the TRANSACTION MENU (ND5000MA).
- Press **<Enter>**.

The TRANSACTION MENU (ND5000MA) is displayed.

ND5000MA / ND5000PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM TRANSACTION MENU TX	03/01/01 14: 29: 04 MSXXX
---------------------	--------------------------------------------------------------------	---------------------------------

Selections:

1 Add	8 Reversal
2 Change	9 Convert Case to Component
3 Delete	10 Convert Component to Case
4 Receipt	11 Enter SRD and GSA Control No
5 Sales	? In any field for Help
6 Exchange (Trade-In)	. Exit Transaction Process
7 Freezes and Dispositions (Includes Scrap and Surveys)	

Enter Selection: ____

Prop Case No: 804101 _____ Item Id: ____

ECN: _____ Cust Acct No: ____

ERN: _____ (For Reversal only)

Trans Id: _____ (Process Final Disposition w/o Freeze)

Navigation: _____

Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -
HELP LOPF PREV RVW CNCL CLEAR EXIT

INPUT DATA

- Enter Selection input value = **9**
- Prop Case No
- Press **<Enter>**.

Action is performed based on the input on the TRANSACTION MENU (ND5000MA).

4.8.9.1 Add Item To Component System

This allows the user to convert a Single Case to a Component System Item.

- From the Transaction Menu, type **9** at Enter Selection and the Property Case Number to access the CONVERT CASE TO COMPONENT SYSTEM screen (ND4700MA).
- Press **<Enter>**. The CONVERT CASE TO COMPONENT SYSTEM screen (ND4700MA) displays either one of two screens, one for Controlled Property or one for Non-Controlled Property.

Appropriate data fields are populated and displayed by the system.

Controlled Property

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01
ND4700MA / ND4700PA	CONVERT CASE TO COMPONENT SYSTEM	14: 30: 21
CO CA		MSXXX
Prop Case No: 804101 1060S161	Cust Acct No: 33001	
Local Ref No: MARSHALL SPACE FLIGHT CENTER	Turn-In Doc No:	
Initiators Name:	Org Code:	Phone: (205) 544 - 5555
Item Name: COMPUTER, DIGITAL	NSN: 1010	
Mfg's Code:	Mfg's Name: GATEWAY 2000	Mfg Year: 2000
Model No: BATC	Part No: 6670	
Serial No: 161666	MMA Code:	CC: A4 Cap Sens Code: X
Item Desc:		
Qty: 12	Unit of Measure: EA	Unit Acq Cost: 2500.00
Warehouse Loc:	Contr Prop:	Tag No:
Reimbursement Code: 2	Grantee Prop:	Contr/Grantee No:
Exc/Sale: Unclaimed Prop:	Date Found: / /	Fair Mkt:
Shelf Life Type 1	Exp Date: 03 / 03 / 01	Ext Date: / /
Haz Mat Code:	Precious Metals Code: A	
Combine with (Component System) Prop Case No: 804101 _____		
Navigation: _____		
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -		
HELP LOPF PREV RVW CNCL		EXIT

or

Non-Controlled Property

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01
ND4700MA / ND4700PA	CONVERT CASE TO COMPONENT SYSTEM	14: 30: 21
CO CA		MSXXX
Prop Case No: 804101 1060S161	Cust Acct No: 33001	
Local Ref No: MARSHALL SPACE FLIGHT CENTER	Turn-In Doc No:	
Initiators Name:	Org Code:	Phone: (205) 544 - 5555
Item Name: COMPUTER, DIGITAL	NSN: 1010	
Mfg's Code:	Mfg's Name: GATEWAY 2000	Mfg Year: 2000
Model No: BATC	Part No: 6670	
Serial No: 161666	MMA Code:	CC: A4 Cap Sens Code: X
Item Desc:		
Qty: 12	Unit of Measure: EA	Unit Acq Cost: 2500.00
Warehouse Loc:	Contr Prop:	Tag No:
Reimbursement Code: 2	Grantee Prop:	Contr/Grantee No:
Exc/Sale: Unclaimed Prop:	Date Found: / /	Fair Mkt:
Shelf Life Type 1	Exp Date: 03 / 03 / 01	Ext Date: / /
Haz Mat Code:	Precious Metals Code: A	
Combine with (Component System) Prop Case No: 804101 _____		
Navigation: _____		
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -		
HELP LOPF PREV RVW CNCL		EXIT

INPUT DATA

- Combine with (Component System) Prop Case No
- Press <Enter>.
- If Prop Case No is found to be an existing component system, NPDMS displays the pop-up window ND4700MC.

If Prop Case No is not entered or is not found to be an existing component system, NPDMS displays the pop-up window (ND4700MB).

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01
ND4700MA / ND4700PA	CONVERT CASE TO COMPONENT SYSTEM	14: 35: 36
	CO CA	MSXX
Prop Case No: 804101 1060S161 Cust Acct No: 33001 Local Ref No: MARSHALL SPACE FLIGHT CENTER Turn-In Doc No: Initiators Name: Org Code: Phone: (205) 544 - 5555 Item Name: COMPUTER, DIGITAL NSN: 1010 Year: 2000 Mfg's Co Model Serial Item De Q Warehous Reimburs Exc/Sale		
ND4700MB The Property Case Number was not found/left blank. Would you like to create a new Component System? Enter 'Y' to create new Comp System or 'C' to Cancel: _ /		ns Code: X .00
Haz Mat Combine with (Component System) Prop Case No: 804101 Navigation: Enter-PF13--PF14--PF15--PF16--PF17--PF18--PF19--PF20--PF21--PF22--PF23--PF24--- HELP LOPE PREV RVW CNCL EXIT		

INPUT DATA

- Create new Component System input value = Y
- Enter 'C' to Cancel input value = C
- Press <Enter>.

If new Component System equals **Y**, the pop-up window (ND4700MC) is displayed; if **C** to Cancel is entered, then the system displays the TRANSACTION MENU (ND5000MA) along with a message: 'Activity Cancelled By User No Action Taken'.

ND4700MA / ND4700PA		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01	
		CONVERT CASE TO COMPONENT SYSTEM		14: 35: 36	
		CO CA		MSXXX	
Prop Cas	ND4700MC	Enter Property Case Numbers to Convert			5
Local Re		Single Cases to Component			
Initiato					
Item Na					
Mfg's Co	FEDSTRIP AAC: 804101				00
Model	Prop Case No: 1060S161				
Serial					X
Item De					
Q					
Warehous					
Reimburs					
Exc/Sale					
Haz Mat					
Combine					
Navigati	Print SF-120 Correction: _				
Enter- PF		Enter 'C' to Cancel: _			--
HE					

INPUT DATA

- Prop Case No (Additional Prop Case No to be converted to the new component system)
- Print SF-120 Correction reported to GSA) input value = **C** or **blank** (only if
- Enter 'C' to Cancel input value = **C** or **blank**
- Press **<Enter>**. If Print SF-120 Correction equals **C**, pop-up window ND5100MD displays for entry of correction data; if Prop Case No is entered, the CONVERT CASE TO COMPONENT SYSTEM screen (ND4110ME) is displayed or; if you typed **C** to Cancel, NPDMS displays the TRANSACTION MENU (ND5000MA) along with a message: 'Activity Cancelled By User No Action Taken'.

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01
CONVERT CASE TO COMPONENT SYSTEM		14:30:21
ND4700MA / ND4700PA	CO CA	MSXXX

Prop Case No: 804101 1060S161	Cust Acct No: 33001
Local Ref No: MARSHALL SPACE FLIGHT CENTER	Turn-In Doc No:
Initiators Name:	Org Code: Phone: (205) 544 - 5555
Item Name: COMPUTER, DIGITAL	NSN: 1010
Mfg's Code:	Mfg's Name: GATEWAY 2000 Mfg Year: 2000

Model No:	ND5100MD
	GSA Withdrawal Approval Date:
	Withdrawal/Correction Narrative:

	Enter 'C' to Cancel: _

Haz Mat Code:	Precious Metals Code: A
Combine with (Component System) Prop Case No: 804101 _____	

Navigation: _____	
Enter- PF13- -PF14- -PF15- -PF16- -PF17- -PF18- -PF19- -PF20- -PF21- -PF22- -PF23- -PF24- -	
HELP LOPF PREV RVW CNCL	EXIT

INPUT DATA

- Withdrawal/Correction Narrative
- Enter 'C' to Cancel input value = **C** or **blank**
- Press **<Enter>**. NPDMS displays the CONVERT CASE TO COMPONENT SYSTEM screen (ND4110ME).

Appropriate data fields are populated and displayed by the system.

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01
ND4110ME / ND4700PA	CONVERT CASE TO COMPONENT SYSTEM	14:08:51
	CO CA	MSXXX
Prop Case No: 804101 1060C164		
Haz Mat Ind:	Precious Metals Ind:	Total Number of Components: 3
DML Code:	Artifact:	Total Acq Cost: 187500.00
Component System Information -		
Component System Name: NONE***** FSC Code: 7021 CC: A4		
	Days	Begin Dates
	21_ Installation Screening:	03 01 2001
	21_ NASA-Wide Screening:	03 22 2001
Screening	21_ Other Federal Screening:	03 01 2001
Timeframes	21_ Donation Screening:	03 23 2001
	21_ Donation Screening:	04 14 2001
		05 05 2001
Method = Install: C NASA-Wide: C (C=NPDMS Catalog, F=Fax, L=Local, N=NEMS Only)		
Navigation: _____		
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -		
HELP LOPF EXIT		

INPUT DATA

- Component System Name
- FSC Code (Component System level FSC)
- CC (Component System level CC)
- Days
- Installation Screening
 - Begin Dates input format = **MM/DD/YYYY**
 - End Dates input format = **MM/DD/YYYY**
- Days
- NASA-Wide Screening
 - Begin Dates input format = **MM/DD/YYYY**
 - End Dates input format = **MM/DD/YYYY**
- Days
- Other Federal Screening

- The NPDMS Case File is updated for each component item record with the component system level data as entered on the CONVERT CASE TO COMPONENT SYSTEM screen (ND4110ME). The cancel option or PF17 is not allowed on the ND4110ME screen.
- If an item was reported to GSA, the system automatically enters the following withdrawal/correction narrative: *'Case Converted to Component System'*.
- NPDMS then updates the Case History File and Case File for each single case converted, generates an E03 (Delete) to the Transaction History File for the converted Single Item, and generates an E01 Add Transaction to the Transaction File for the addition of the Single Item to the Component System. NPDMS returns to the Transaction

Menu (ND5000MA) screen and displays the message 'Single Case Conversion Successful'.